

PSYCHIATRIC TECHNICIAN (SAFETY)



OPEN - SPOT

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENTAL FOR:

DEPARTMENT OF CORRECTIONS

SPOT EXAMINATION FOR: SEE ATTACHED LISTING OF SPOTS

Indicate on your application, under the examination title, the location where you wish to establish eligibility. Candidates may only establish eligibility in one location. If only one location is listed on this bulletin, indicate that location on your application.

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and who have not tested with the Department of Corrections (CDC) within the last 12 months. Applicants may only test once in a 12-month period. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit Examination Application (Std. Form 678)

By mail with: or **In person with:**

Department of Corrections Department of Corrections
Personnel Examining Section Personnel Examining Section
P.O. Box 942883 1515 "S" Street, Room 522-N
Sacramento, CA 94283-0001 Sacramento, CA 95814

The testing office will accept applications continuously and will notify and test applicants as needs warrant.

APPLICATION DEADLINE/ REQUIREMENTS Applications will be accepted on a continuous basis.

If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the same street address as listed above for the Personnel Examining Section.

All applicants must meet the education and/or experience requirements for this examination at the time he/she files his/her application.

NOTE: Only applications with an original signature will be accepted.

TEST DATE To learn more about examination dates, contact the testing office indicated on this bulletin.

SALARY RANGE (S) As of August 30, 2000:
Range A: \$2617 - \$3148
Range B: \$2723 - \$3286
Range C: \$2832 - \$3440

Range A: This range shall apply to incumbents who do not meet the criteria for payment at Range B.

Range B:

Either

Successful completion of 15 semester units of collegiate level job-related courses in a college or university or recognized standing. (Such courses shall correspond with those on a list of approved courses designated by the Department of Health and filed with the State Personnel Board. Credits received for courses required for licensing as a Psychiatric Technician shall not be accepted toward meeting this requirement.)

Or

Successful completion of an equivalent program of advanced employee training (beyond that required for licensing as a Psychiatric Technician) in the general field of psychiatric nursing and therapy, offered by the State Department of Health. (The advanced training plan shall be on file with the State Personnel Board.)

And

Favorable recommendation by a departmental evaluation panel whose plan of evaluation shall have been filed with the State Personnel Board, and whose evaluation shall have considered the employee's personal and job qualifications for therapeutic work with patients.

Range C:

Successful completion of 15 additional semester units of job-related courses at an accredited college or university. (Such courses shall correspond with those on a list of approved courses designated by each State Hospital or Developmental Center. Credits received for courses required for licensing as a Psychiatric Technician, or for qualifying for Range B, shall not be accepted toward meeting this requirement.)

And

Favorable recommendation by the evaluation panel at each facility.

MINIMUM QUALIFICATIONS Possession of a valid license to practice as a Psychiatric Technician issued by the California Board of Vocational Nurse and Psychiatric Technician Examiners (BVNPTE). (Applicants who are within four months of completing the Psychiatric Technician curriculum accredited by the BVNPTE will be admitted to the examination, but they must secure this license before they will be eligible for appointment.)

Special Personal Characteristics: An interest in and willingness to work at correctional facilities in the Department of Corrections; understanding of the behavior of patients' or inmates' emotional stability; patience; tolerance; tact; alertness; neat personal appearance; and hearing and vision required for successful job performance.

MINIMUM QUALIFICATIONS CONTINUED	<p>Special Physical Characteristics: Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering the health and well being of the incumbent, fellow employees, patients, inmates or the public.</p> <p>Applicants who possess the license at the time of application, must show their BVNPTE license number, title, and expiration date on their Examination Application (Std. Form 678).</p> <p>Applicants must show the specific course work completed or in progress to satisfy the entrance requirements on their Examination Application (Std. Form 678). Include the title, number of semester or quarter credits granted, name of institution, and completion date.</p>
EXAMINATION PLAN	<p>This examination will consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that candidates take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement, specifically experience that relates to the Psychiatric Technician classification. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.</p>
ELIGIBLE LIST INFORMATION	<p>A separate open spot eligible list will be established to fill vacancies for each of the locations listed. Names of successful candidates are merged onto the lists in order of final scores, regardless of date. Eligibility expires 12 months after establishment, unless the needs of the service and conditions of the lists warrant a change in this period.</p>
POSITION DESCRIPTION AND LOCATION(S)	<p>A Psychiatric Technician (Safety) works under general supervision and, in addition to custody responsibilities, provides a basic level of general behavioral and psychiatric nursing care and is expected through attitude, knowledge, and performance to facilitate the rehabilitation of patients or inmates. Incumbents may assist in the training of Psychiatric Technician Trainees and other ancillary staff and do other related work.</p> <p>Positions exist within the various institutions in the Department of Corrections.</p>
SPECIAL TESTING ARRANGEMENTS	<p>If you have a disability and need special testing arrangements, mark the appropriate box of the "Examination Application." You will be contacted to make specific arrangements.</p>
VETERANS POINTS/ CAREER CREDITS	<p>Veterans' preference points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive veterans' preference points. Career credits will not be granted in this examination.</p>
SPECIAL REQUIREMENTS	<p>Applicants for these positions are required to pass a drug-screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.</p>

GENERAL INFORMATION

Applications are available at Department of Corrections offices, State Personnel Board offices and local offices of the Employment Development Department.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for year basis.

Veteran's Preference: California law allows the granting of Veterans Preference Points in **Open Entrance** and **Open Nonpromotional Entrance** examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open Nonpromotional Entrance** examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veterans Preference Points are on the Veterans Preference Application (Std. Form 1093), which is available from State Personnel Board Offices, written test proctors, and the Department of Veteran's Affairs, P. O. Box 942895, Sacramento, CA 94295-0001.

The Department of Corrections reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDC TESTING INFORMATION CALL (916) 322-2694
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2922

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

LIST OF SPOTS

Please pick one of the following spots in which to establish your eligibility.

AVENAL STATE PRISON Kings County	CALIFORNIA STATE PRISON, SOLANO Solano County	IRONWOOD STATE PRISON Riverside County
CALIFORNIA CORRECTIONAL CENTER Lassen County	CALIFORNIA SUBSTANCE ABUSE TREATMENT FACILITY STATE PRISON CORCORAN Kings County	MULE CREEK STATE PRISON Amador County
CALIFORNIA CORRECTIONAL INSTITUTION Kern County	CALIPATRIA STATE PRISON Imperial County	NORTH KERN STATE PRISON Kern County
CALIFORNIA INSTITUTION FOR MEN San Bernardino County	CENTINELA STATE PRISON Imperial County	NORTHERN CALIFORNIA WOMEN'S FACILITY San Joaquin County
CALIFORNIA INSTITUTION FOR WOMEN San Bernardino County	CENTRAL CALIFORNIA WOMEN'S FACILITY Madera County	PELICAN BAY STATE PRISON Del Norte County
CALIFORNIA MEDICAL FACILITY Solano County	CHUCKAWALLA VALLEY STATE PRISON Riverside County	PLEASANT VALLEY STATE PRISON Fresno County
CALIFORNIA MEN'S COLONY San Luis Obispo County	CORRECTIONAL TRAINING FACILITY Monterey County	RICHARD J. DONOVAN CORRECTIONAL FACILITY San Diego County
CALIFORNIA REHABILITATION CENTER Riverside County	DELANO II STATE PRISON Kern County	SALINAS VALLEY STATE PRISON Monterey County
CALIFORNIA STATE PRISON, CORCORAN Kings County	DEUEL VOCATIONAL INSTITUTION San Joaquin County	SIERRA CONSERVATION CENTER Tuolumne County
CALIFORNIA STATE PRISON, LOS ANGELES COUNTY Los Angeles County	FOLSOM STATE PRISON Sacramento County	VALLEY STATE PRISON FOR WOMEN Madera County
CALIFORNIA STATE PRISON, SACRAMENTO Sacramento County	HIGH DESERT STATE PRISON Lassen County	WASCO STATE PRISON Kern County
CALIFORNIA STATE PRISON, SAN QUENTIN Marin County		